

**Elsinore Valley Municipal Water District  
AMI DAC Implementation Project**

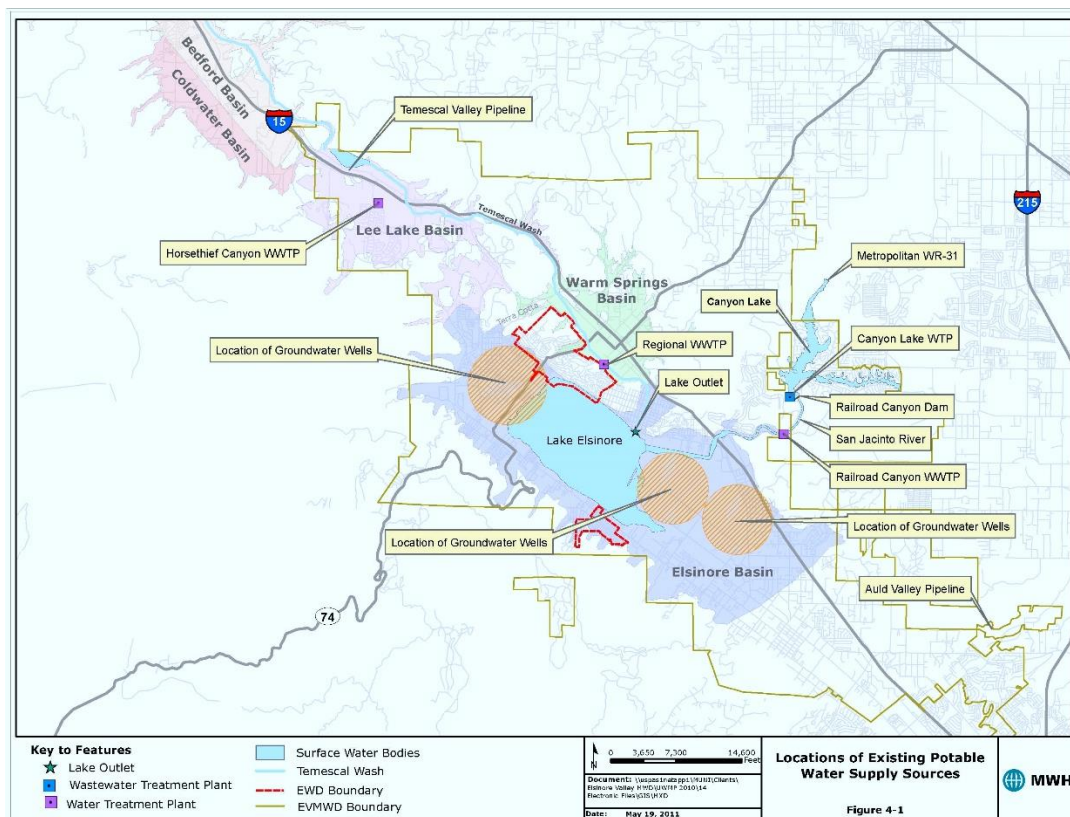
## ATTACHMENT 3 WORK PLAN

### Description of the Project:

The Elsinore Valley Municipal Water District (EVMWD/District) proposes to expand implementation of an Automated Metering Infrastructure (AMI) system to approximately 5,227 customers located primarily within the District's most disadvantaged communities as identified by the CalEnviroScreen 2.0 tool. This project is the second phase of a multi-phased program to implement AMI throughout the District's 42,000+ connections. During the first phase of the project, the District installed the necessary AMI network infrastructure including: network control computer and AMI software; 78 solar-powered Data Collection Units (DCUs); Intermac handheld PCs; training for staff; and all licensing fees, web hosting and customer portal software. In addition, EVMWD installed and/or retrofitted an initial 3,000 meters within the District's most disadvantaged areas as part of the successful pilot program.

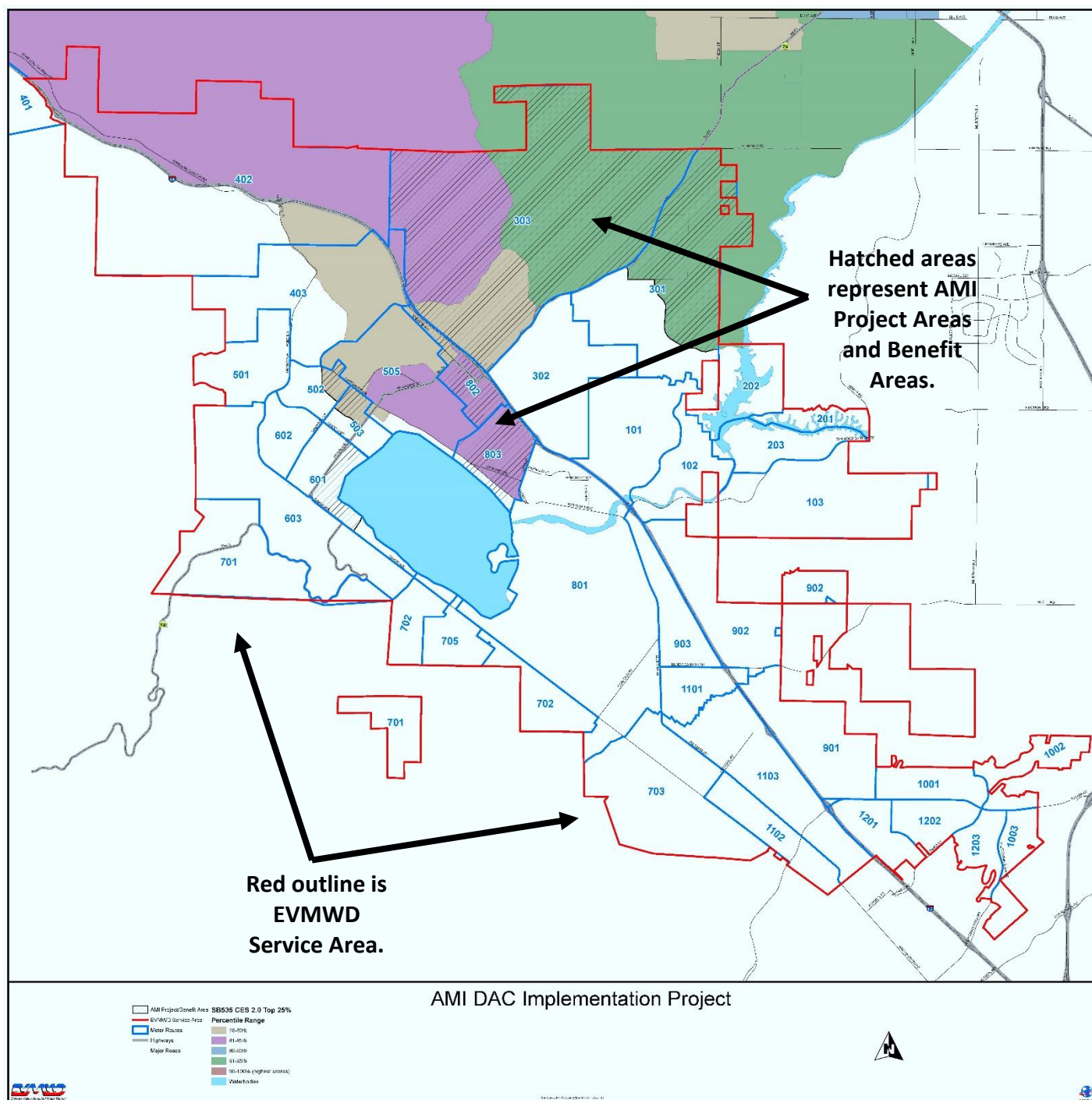
This second phase of this AMI program will focus exclusively on installation and/or retrofit of meter transmission units (MTUs) for approximately 5,227 connections within the meter routes of 301, 303, 502, 503, 601, 802, and 803. See Exhibit 1 and 2 below for EVMWD's service area and specific project locations.

**Exhibit 1: Elsinore Valley Municipal Water District System Map**



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## Exhibit 2: AMI Project and Benefit Area within in Elsinore Valley Municipal Water District



You may also reference “Att3\_WE14\_EVMWD\_Work Plan-Project Area Map\_2of3” for an interactive version of the above map in order to drill down further into the project areas.

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As mentioned above, this AMI program will focus exclusively on installation and/or retrofit of meter transmission units (MTUs) for approximately 5,227 connections within the meter routes of 301, 303, 502, 503, 601, 802, and 803. Table 1 below identifies the number of meters per Cycle Area, along with the number of meters that will specifically be located in a disadvantaged area.

<b>Table 1 PROJECT AREA AMI Meters to be Installed</b>				
<b>Cycle Area</b>	<b>In DAC CalEnviroScreen 2.0 (Top 25%)</b>	<b>DAC Benefit</b>	<b>OUT of DAC</b>	<b>Total Meters</b>
<b>301</b>	415	100%	604	1,019
<b>303</b>	857	100%	0	857
<b>502</b>	283	100%	899	1,182
<b>503</b>	473	100%	472	945
<b>601</b>	0	0%	59	59
<b>802</b>	222	100%	0	222
<b>803</b>	943	100%	0	943
<b>Total</b>	3,193	100%	2,034	5,227

The AMI fixed-network, flexible two-way communication system will enable EVMWD to more efficiently manage water distribution by remotely managing metering assets, and allow EVMWD customers the ability to detect leaks, view water usage, set alerts, and gather reports about their home water system in real time through the wireless sensor network. This project will help both the District and its customers reduce water and energy usage, which, in turn, will also reduce greenhouse gas emissions and help reduce water and energy costs.

**Project Proponent/Partner (if applicable):**

EVMWD will be the only entity receiving funds through this grant.

However, EVMWD has received letters of support from project proponents (see Att3\_WE14\_EVMWD\_WorkPlan\_LOS\_3of3 for details):

- Supervisor Kevin Jeffries, First District, County of Riverside
- Congressman Ken Calvert, 42<sup>nd</sup> District, California
- Assemblywoman Melissa Melendez, 67<sup>th</sup> District, California
- Mayor Natasha Johnson, City of Lake Elsinore

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**WORK PLAN TASKS**

**Task 1: Project Grant Agreement, Administration, Labor Compliance and Reporting:**

Elsinore Valley Municipal Water District staff will provide administrative oversight for the project. Activities will include reviewing and executing the grant agreements and contracts, attending meetings, maintaining grant and project files, preparing and processing requests for reimbursements, preparing updates for executive management and Board of Directors, ensuring grant agreement compliance, coordinating any audit request and/or examination of records by DWP, or independent auditors, and maintaining all records for at least three years after the project is closed out. EVMWD staff will also provide all required Labor Compliance Program information to DWR. These items will be contributed in-kind by the District.

*Deliverables include:*

- Preparation of invoices.
- Submission of quarterly and final reports.
- Submission of Labor Compliance Program.

**Task 2: Easement(s):**

No easements are anticipated for this AMI installation project.

**Task 3. Project Evaluation/Design/Engineering**

Specific meters have been identified, the preferred vendor (Aclara) has been selected, and preliminary meetings have been held to discuss the project design. Once the grant is executed and the contract is awarded, staff and contractor will develop a more detailed installation plan.

*Deliverables include:*

- Development of detailed installation plan.
- Development of required equipment and installation cost estimate refinement.

**Task 4: Environmental Documentation:**

The AMI project is considered categorically exempt (CE) as the project will take place at 5,227 existing-metered locations, and other previously-disturbed areas of District property.

*Deliverables include:*

- Approved and adopted CEQA documentation (CE).

**Task 5: Permitting:**

Not applicable. EVMWD does not anticipate that permits will be required for the AMI Project. All MTUs will be installed in existing EVMWD water meters.



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### Task 6: Proposal Monitoring Plan:

This task provides for all monitoring and performance requirements as established by the DWR during the grant agreement development process. At this time, EVMWD believes the monitoring plan will be for one year post-implementation based on the type of project proposed. The water and energy savings are not estimated to change significantly from year-to-year and, therefore, only one year of reporting is expected.

EVMWD will prepare a Proposal Monitoring Plan that will measure actual water and energy savings of the 5,227 AMI connections compared to baseline measurements that were established prior to implementation. The District will determine usage rates based on AMI data along with water bills, and other sources to determine the actual amount of water used and conserved post-upgrade of the AMI meters. The implementation consultant will be responsible for preparing and completing the Project Monitoring Plan (PMP) under the direction of the District. The PMP will be submitted to the State prior to the disbursement of funds for implementation activities.

*Deliverables include:*

- Development of a Proposal Monitoring Plan.

### Task 7: Project Implementation:

This is a simple implementation plan:

**Task 7.1:** EVMWD will hold a kick-off meeting with contracted vendor and refine the timeline and expectations.

**Task 7.2:** EVMWD, in coordination with Contractor support, will alert 5,227 customers of the system upgrade and provide education regarding the logistics and benefits of the new system. Outreach to these customers will include mailings, door-to-door direct communication, telephone outreach, and flyers in both English and Spanish. The area to be targeted includes the meter routes in Cycle 303, 503, 802, 803, 601, 801, and 301.

**Task 7.3:** Contractor will install/test the advanced meter data management system that will provide timely, high-resolution meter reading and enable EVMWD to eliminate on-site visits and estimated reads, reduce theft and loss, and implement time-of-use billing. The system will support two-way communication between the end-points and EVMWD headquarters. Technicians will specifically install 5,227 Meter Transmission Units (MTUs). The MTUs are radio units that connect to the existing AMI meters through a wire. The MTUs deliver two-way communication and a time-synchronized network to provide EVMWD headquarters and customers with a snapshot of system water consumption at a single point in time. Please see Figure 1 for a photo of an MTU. These will be connected to the already-installed Data Collector units (DCUs), and can be accessed by the existing Intermac handheld PCs.



Figure 1: MTU (silver box) attached to a meter.

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*Deliverables include:*

- Meeting minutes.
- Inspection Checklists.
- Invoices.
- Photographs.
- Project Completion Verification.